

Hustisford School District

District Office

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Director Financial Services

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Clint Bushey

Principal

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Heather Cramer

Principal

Business and Finance Committee Meeting Minutes of Tuesday, September 5, 2023

The **Business and Finance Committee** of the Hustisford School District Board of Education met on Tuesday, September 5, 2023, at 5:00 p.m., in the District Office at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

Present: Jamie Kulkee, Member; Heather Cramer, District Administrator; Steve Weinheimer, Chair; and Jessica Holtz, Director of Finance.

New Business:

- Budget Update—Mrs. Holtz updated that the Fund 27 transfer was finalized by the auditors. Fund 80 has a fund balance of nearly \$200,000.00. The admin team is exploring ways to utilize these funds. They are researching what other districts are using funds for and reviewing with DPI and the auditors about approved uses of funds related to Fund 80. Fund 50 also had a fund balance that needs to be spent down. We were notified that the balance was getting too high. There is a fund balance of about \$52,000.00.
- Staffing Updates—Mrs. Cramer updated that there are no candidates for art. There are openings yet in extra positions such as community education coordinator, basketball coaches, and a sub for food service. There is a candidate for HS/MS Special Education Assistant.
- Building Updates and Planning—The Buildings and Grounds committee will be getting information on roofing options. The admin team is working to compile a list with Bassett of all fixes that remain with the HVAC system. This will cover those items that have failed and are no longer in working order. Mrs. Cramer will attempt to get updated information on pricing as well.
- Extra Duty Contracts—Mrs. Holtz will have some extra duty contracts ready for the board meeting on September 18.
- Southport Contract for Boiler Update—The board needs to review and approve the boiler contract at the September 18 meeting. This is just a formality as the scope of work is already approved.
- Equalized Value Update—Mrs. Holtz provided an update on equalized value. The state saw an average increase of 14.1%. We are tentatively seeing an increase across the district of 9.7%. This will likely change as it was just a preliminary release.